education matters, llc

Montessori Validation Program

VALIDATION PROCESS

1

• Complete and return the Initial Application for Validation, along with validation fee, to Education Matters.

2

• After receiving the Initial Application for Validation, Education Matters will send a Self-Study to be completed by an administrator or other elected personnel of the applying school.

3

• Return the completed Self-Study, along with all requested documentation, for review. Comments (if any) will be forwarded to you within fourteen (14) business days.

4

• A representative will call to schedule an Onsite Visit (OSV). The OSV is necessary in order to verify the information provided in the Self-Study.

5

• Upon completion of a successful OSV, and assuming all documentation has been received and verified, Education Matters will approve a school's validation and issue a Certificate of Validation.

^{*} The *validation fee* is the fee for processing the validation. Included in this fee is the first four-year periodic review. MSDE requires validating organizations to periodically review validated schools. Education Mattes, LLC reviews schools in four-year cycles from the date of approval. Assuming no significant changes have been made to a school's program, there is no additional cost for first time reviews.